

**MINUTES OF THE MEETING  
OF THE MCALLEN HOUSING AUTHORITY REGULAR BOARD MEETING**

**Wednesday, June 16, 2021**

CALL TO ORDER AND ROLL CALL - The regular meeting of the Board of Commissioner of the McAllen Housing Authority was held Wednesday, June 16, 2021, held at the Family Development Center and via Zoom teleconference.

Chair Ronnie Cruz called the meeting to order at 4:34 p.m. Present and attendance for roll call were:

Present: Chair Ronnie Cruz  
Vice Chair Elva M. Cerda  
Commissioner Eliseo "Tito" Salinas  
Commissioner Marc D. Garcia  
Resident Commissioner Jesus Borrego  
Assistant City Attorney Austin Stevenson  
City Attorney Isaac Tawil

Absent:

Staff: Executive Director Rodolfo "Rudy" Ramirez  
Deputy Director Daniel Delgado  
Finance Director Jose Garcia  
HCV Director Elena Saucedo  
Maintenance Director George Dismukes  
Administrative Assistant Adriana Rosas  
Resident Services Victoria Valdez  
Resident Services Daniela Granados

Guest: Attorney Marissa Hernandez Carranza

1. Call the meeting to order – 4:34 PM
2. Public Comment – None
3. Appointment of New and/or Reaffirmed Board of Commissioner to the Housing Authority of the City of McAllen and its Instrumentalities
  - Commissioner Place 3 – Marc David Garcia  
Deputy Director Daniel Delgado administered the oath of office to Mr. Marc David Garcia to Place 3
4. Action Items:
  - a) Consideration and Possible Action to Approve Amendments to the McAllen Housing Authority's Employee Policy Manual. **Item Tabled for further edits, final draft will be presented at July meeting. Chair Ronnie Cruz entertained a motion to table Employee Policy Manual. Vice Chair Elva M. Cerda made a motion to approve; Resident Commissioner Jesus Borrego second the motion. Motion carried unanimously.**
  - b) Consideration and Possible Action to Approve Meeting Minutes of Workshop and Regular Board. **Board members addressed minor corrections to Meeting Minute of the Workshop. Chair Ronnie Cruz entertained a motion to approve Meeting Minutes of Workshop and Regular**

**Board Meeting with proposed corrections. Commissioner Eliseo “Tito” Salinas made a motion to approve; Vice Chair Elva M. Cerda second the motion. Motion carried unanimously.**

- c) Consideration and Possible Action to Award and Negotiate for RFP 2021-01; Solicitation for Information Technology (I.T) Services. **A three-person committee was formed to evaluate the proposals received. Based on evaluation score sheets staff recommended to the Board to permit the Executive Director to enter into negotiations with highest ranking proposal – TagelRock I.T. Solutions; 1-year contract with yearly review and renewal options up to 5 years total. Chair Ronnie Cruz entertained a motion to award RFP 2021-01 to TagelRock I.T. Solutions. Commissioner Eliseo “Tito” Salinas made a motion to approve; Resident Commissioner Jesus Borrego second the motion. Motion carried unanimously.**
- d) Discussion and Possible Action to Approve the McAllen Housing Authority Employee Organizational Chart and Salary Schedule for FY 2021-2022. **Update to organizational chart; HR Specialist role has merged with the Administrative Assistant. Proposed salary schedule for FY 2021-2022 includes standard increase of 3%, consistent with prior years. Some positions are above 3%, trying to meet a \$15 minimum wage in the next 3 years. Ronnie Cruz entertained a motion to Approve Organizational Chart and Salary Schedule for FY 21-22. Vice Chair Elva Cerda made a motion to approve; Commissioner Eliseo “Tito” Salinas second the motion. Motion carried unanimously.**
- e) Consideration and Possible Action to Approve Resolution MHA 2021-03; A Resolution of the Housing Authority of the City of McAllen Approving the FY 2021-2022 Operating Budgets for Public Housing and Housing Choice Voucher Programs. **Deputy Director Delgado stated that the Resolution presented was a HUD requirement formally accepting the submission of the budget for Public Housing and Section 8 Programs. Finance Director Garcia presented proposed budget, expecting a combined budget of \$8.6 million in total revenue. Comprised mainly of \$7.9 million from grants received; \$354,000 in CARE Act funds; and \$346,000 in other income. Finance Director Garcia expects to have a marginal year based on results of cash flow. Recapture of \$400,000 in Section 8 Housing Assistance Payments has been processed by HUD IN May 2021 and has been transferred by HUD to the program reserve to be used when needed; Board of Commissioners would like for staff to keep track of money in reserve. Chair Ronnie Cruz entertained a motion to Approve Resolution MHA 2021-03. Commissioner Eliseo “Tito” Salinas made a motion to approve; Resident Commissioner Jesus Borrego second the motion. Motion carried unanimously.**

5. Non-Action Items:

- a) Executive Director’s Report
  - Father’s Day event took place at FDC included games, food, and prizes.
  - MHA Scholarship awarding will be completed soon; proposing event. Received a total of 18 applications. Board of Commissioner would like to distribute award as soon as possible and forgo event, proof of enrollment is needed before issuing award.
- b) Financial Summary
  - Consolidated – Monthly Revenue of \$417,791 vs monthly expenses of \$740,710, deficit of \$322,919 due to not receiving subsidized revenue. Credit of \$83,000 related to a

Brownstone note adjustment. Board of Commissioners questioned Net Income of (\$755,274.78); Finance Director Garcia will review line item.

- Sec. 8 – Monthly Revenue of \$198,683 vs monthly expenses of \$600,212. Commissioners questioned Net Income of (\$917,441.52); will be reviewed by accounting staff.

c) PHA Board Counsel Update – Board Member Appointments

- Regarding appointment of Place 3 - Atanacio Hinojosa, Assistant City Attorney Austin Stevenson stated that based on and oversight of the Code of Federal Regulations Mr. Hinojosa was ineligible to be appointed into the MHA Board of Commissioners.

6. Executive Session Closed Session Under Government Code 551 Sections

a) Consultation with PHA Attorney regarding Pending Litigation Matter (Section 551.071, T.G.C)

- Pending Litigation Update, A&E – **Executive Session is not needed due to new information being non confidential.** Filed suit has been served, Case C-181621J 430<sup>th</sup> Court w/Judge Israel Ramon. Defendants attorney Joe Garcia has filed an answer. City Attorney will send a request of information; further updates will be given once information is received.

7. Reconvened to open session; Action if any on:

Consolation with PHA Attorney 551.071 – **No action required.**

8. Board Agenda Requests for July 2021 Board Meeting

- HR Policy Update
- Scholarship
- Executive Director Evaluation

9. Adjournment. Chair Ronnie Cruz entertained motion to adjourn meeting. Vice Chair Elva M. Cerda made motion; Commissioner Eliseo "Tito" Salinas, second the motion. Motion carried unanimously. Meeting Adjourned at 5:41 PM.

  
\_\_\_\_\_  
Rodolfo "Rudy" Ramirez, Executive Director